

HUMAN RESOURCES OFFICE  
MARYLAND NATIONAL GUARD  
219 WEST HOFFMAN STREET  
BALTIMORE, MARYLAND 21201-2288  
TELEPHONE: (410) 576-6175

**POSITION VACANCY ANNOUNCEMENT 19-083a**

Open Date: 19 July 2019 Close Date: 6 August 2019

**FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY**

**BRANCH OF SERVICE: AIR NATIONAL GUARD (ANG)**

**POSITION TITLE: QUALITY ASSURANCE SPECIALIST (TWO POSITIONS)**

**HIGHEST GRADE AUTH PER ANGI 36-101, AGR/MIL TECH GRADE COMPARABILITY TABLE: MSgt/E7**

**UNIT MANNING DOCUMENT-GUARD GRADE/ POSITION AVAILABLE: MSgt/E7**

**ORGANIZATION/LOCATION: 175th Maintenance Group, MDANG, 2701 Eastern Boulevard, Middle River, MD 21220-2899**

**SALARY:** Full Military Pay and Allowances, depending on rank and longevity of selectee.

**WHO MAY APPLY: OPEN NATIONWIDE TO CURRENT ENLISTED (SSgt/E5 - MSgt/E-7) MEMBERS OF THE MARYLAND AIR NATIONAL GUARD AND THOSE ELIGIBLE FOR MEMBERSHIP.**

**QUALIFICATION/ELIGIBILITY REQUIREMENTS**

1. Refer to ANGI 36-101, The Active Guard/Reserve Program, for general eligibility requirements for initial entry into the AGR Program and specific guidelines for utilization, and assignment of currently on-board AGR members.
2. Applicants must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards.
3. Applicant must meet weight requirements at the time of entry into the AGR Program. Any member on the ANG Fitness Improvement Program is ineligible for entry into AGR status.
4. Applicant should be able to complete 20 years of active duty service prior to mandatory separation.
5. Category 1 AGR resources (recruiters, security forces, range, air defense, civil support) are fenced and are not able to move AGR asset.
6. Highly desired that member have completed the appropriate level of PME corresponding to their grade/rank.

**BRIEF OF DUTIES AND RESPONSIBILITIES**

Performs inspection and evaluation including: Quality Verification Inspections (QVI) and Special Inspections (SI) of Aircraft, Engines, Ground Support Equipment, Aircraft Armament Systems, Munitions, and associated equipment. Performs Personnel Evaluations (PE) on maintenance tasks in progress and Management Inspections (MI) as directed. Evaluates the quality of training by observing task performance and by determining equipment condition. Possesses a thorough knowledge of equipment inspected, and is current on changes, updates, and modifications. Inspections will reflect a cross section of the maintenance complex, and portray an accurate picture of equipment condition and personnel performance. Inspection goals, as established by the QA Superintendent are met. Prepares and reviews Product Quality Deficiency Reports (QDR) and performs exhibit-processing oversight by coordinating with Logistics Readiness Squadron to ensure proper exhibit control and handling. Serves as the authority for determining applicability of Time Compliance Technical Orders (TCTO) and One Time Inspections (OTI). Reviews and determines the applicability, completeness, accuracy and of TCTOs and OTIs to unit maintained equipment, notifies the Maintenance Operations Flight (MOF), and monitors expended man-hours and the quality of unit compliance actions. Manages the Technical Order Improvement Program and Suggestion Program for the group (AFTO 22). Prepares inspection reports, summaries, and provides analysis of higher headquarters, depot, and other agency reports and studies. Inspection reports are prepared in a timely and accurate manner, and reflect true equipment condition. Deficiencies are analyzed and recurring problems are investigated and resolved. Corrective actions are reviewed. Summary sheets providing analysis of other reports and studies are provided to supervisor as directed. Performs Investigation and Analysis to include a review of all ground/air aborts, in-flight emergencies, impoundments, or unusual incidents as determined by the QA superintendent. Monitors all aborts, incidents, impoundments, or other occurrences are investigated as directed by the QA Superintendent. Reports are prepared and written in a manner that identifies the facts of the incident to include a complete analysis of the incident. LEAP data base will be used to document and route the incident report. Report will be completed as soon as practical but no later than upon completion of the investigation. Performs other duties as assigned.

**AFSC**

**AFSC: 2RXXX/2AXXX/2WXXX** Applicants must meet the basic eligibility requirements specified in ANGI 36-101, The Active Guard/Reserve Program and the Air Force Enlisted Classification Directory (AFECD) 30 April 2019.

**SPECIAL INFORMATION (IF APPLICABLE)**

1. Appropriate military uniform will be worn during duty hours.
2. Existing MDANG promotion policies apply.
3. Initial tours may not exceed 3 years. Follow-on tour lengths may be from 1 to 6 years.
4. Official notification to applicants of selection or non-selection is by letter from the Human Resources Office (HRO).
5. May be authorized PCS IAW the JFTR.
6. Must currently have or be able to obtain SECRET clearance.

**APPLICATION PROCEDURES / REQUIRED DOCUMENTS (IF APPLICABLE)**

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**  
**APPLICATIONS WILL NOT BE RETURNED!**

**SUBMIT APPLICATION IN ORDER LISTED BELOW**

- ☐ NGB Form **34-1 *Application for Active Guard Reserve (AGR) Position***, **DATED 20131111**, Signed, dated and annotated with Vacancy Announcement Number.
- ☐ Military Personnel **Report of Individual Person (RIP) Attached, or Virtual MPF Inquiry Will Suffice.**
- ☐ AGR Profile Verification Statement (**fourth page of this announcement**).
- ☐ Most Recent Air Force Fitness Management System (AFFMSII)
- ☐ Letters of Recommendation, Cover Letter, Resume and other attachments are permitted, but are not mandatory.
- ☐ All DD214s or NGB 22
- ☐ Completed Questionnaire (**below**)

**For Positions Advertised to “Current On-Board AGR Applicants Only”:**

- ☐ **Current On-Board AGR** member, you must submit Commander Memorandum of Authorization with your application.

**Questionnaire:**

**Y/N**

- ☐ Are you currently a Maryland Air National Guard Member? \_\_\_\_\_
- ☐ Are you currently AGR? If so, what State? \_\_\_\_\_
- ☐ Are you currently a Technician? If so, what State? \_\_\_\_\_
- ☐ Are you currently deployed? If so, what location? \_\_\_\_\_
- ☐ Are you currently on ADOS? If so, with who? & what is the ending date? \_\_\_\_\_
- ☐ Are you currently in a “fenced” position? \_\_\_\_\_

Please provide current telephone number and **Military Email** address (Selection and Non-selection Memos will be sent via **Encrypted Email**):

\_\_\_\_\_, \_\_\_\_\_

Forward application and attachments via **MAIL, EMAIL, OR WALK-IN:** Tuesday – Friday 0630 -1700 at the Fifth Regiment Armory, Human Resource Office on the 3rd floor, Room 26

**IF EMAILING, SUBMIT ONE PDF DOCUMENT ENTITLED 19-083a QUALITY ASSURANCE SPECIALIST TO:**  
[ng.md.mdarnq.mbx.mdng-hro-agr@mail.mil](mailto:ng.md.mdarnq.mbx.mdng-hro-agr@mail.mil)

**IF MAILING**

**DO NOT STAPLE, OR DOUBLE SIDE PRINT DOCUMENTS.** Forward application and attachments to:

Human Resources Office  
ATTN: NGMD-HRO-AGR  
Fifth Regiment Armory  
29th Division Street  
Baltimore, MD 21201-2288

*Applications must be received in the HRO not later than close of business on the closing date!  
Applications received after the closing date will not be considered.*

**AGR VACANCY APPLICATION  
PROFILE VERIFICATION STATEMENT**

NAME \_\_\_\_\_ ANNOUNCEMENT # \_\_\_\_\_

**A. FITNESS PROGRAM TEST VERIFICATION**

MEMBER MEETS STANDARDS IN ACCORDANCE WITH AFI 36-2905

YES      NO

\_\_\_\_\_  
\*Signature/Rank/Title Verifying Official

\*Current supervisor, commander, or designated WMP Monitor

**B. APTITUDE SCORES**

Mech: \_\_\_\_\_ Admin: \_\_\_\_\_ Gen: \_\_\_\_\_ Elect: \_\_\_\_\_

\_\_\_\_\_  
\*\*Signature/Rank/Title Verifying Official

\*\*Current supervisor, commander, or Customer Service Representative

**C. CURRENT AF Form 422, PHYSICAL PROFILE SERIAL REPORT**

P:\_\_\_ U:\_\_\_ L:\_\_\_ H:\_\_\_ E:\_\_\_ S:\_\_\_ X Factor \_\_\_ Dated \_\_\_\_\_

MEMBER IS IS NOT QUALIFIED FOR WORLD WIDE SERVICE

\_\_\_\_\_  
\*\*Signature/Rank/Title Medical Certifier

**ATTACH TO NGB FORM 34-1**  
APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION